

SPRING CITY BOROUGH COUNCIL MEETING

March 2nd, 2015 - 7:00 P.M.

CALL TO ORDER:

President DiGuiseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen DiGuiseppe, Kern, Shaner, Sweeney, Bauman, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the February 2nd, 2015 council meeting. Mr. Kern seconded. Motion carried.

COMMUNICATIONS:

1. An e-mail to President DiGuiseppe from Greg Stonesifer thanking the Borough's Street Department workers for their snow plowing efforts.
2. A note from Borough resident, Jack Cullum, commending Chief Kuklinski for his assistance to Mr. Cullum at a car accident on Bridge Street on February 10th.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of February, 2015. **TRASH DISPOSAL** - 59.6 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal from January 26th, 2015 through February 9th, 2015. Twelve (12) bulk trash pick-ups were made during the month. **RECYCLING** - Sixteen (16) Christmas trees were collected at curbside in February. **MAINTENANCE** - Emptied the trash receptacles weekly at all of the recreation areas. Performed minor maintenance on the front end loader and the snow plows; and replaced the battery on the front end loader. Washed and cleaned the interior on the two dump trucks and pick-up truck. The 1995 GMC Dump Truck was inspected on February 16th. Cost: 222.45. Removed snow and spread salt on the sidewalks at all Borough owned properties after the snow events. **STREET WORK** - Routinely cleaned debris and ice at various stormwater inlets throughout the Borough. Plowed and spread salt on all borough streets during the ice and snow storms in the month of February. Patched potholes on South Main, Wall, and Cedar Streets and Yost Avenue. **MISCELLANEOUS** - Mr. Rittenhouse prepared and submitted the 2016 Municipal & Residual Waste Transporter Authorization application to PA DEP on February 20th.

SANITATION AND SURFACE WATER : Mr. Shaner reported the average daily flow at the Wastewater Treatment Plant for the month of February was 285,000 gallons per day. The maximum flow occurred on February 3rd, 2015 and was recorded at 515,000 gallons. The cold weather conditions necessitated some minor repairs to the clarifier drive chain (broken shear pin), and trickling filter (broken support rod). Cost - \$595.45. The repairs were made by Eastern Environmental Contractors, Inc. and both units were placed back into operation. Also, icing conditions caused the trickling filter arms to stop working on a nightly basis. Thirty-eight thousand eight hundred (38,800) gallons of sludge were removed from the digesters and transported away for disposal. The effluent meters were calibrated during the month. Steve Fegan is working on data from the pump stations for the annual chapter 94 report.

POLICE:

Mr. Sweeney reported the police committee met on February 19, 2015 and discussed the lack of lights at the elementary school on delay days, decreasing the amount of speeding in the borough, and recent police activity.

FINANCE & ORDINANCE:

Mr. DiGuiseppe reported the Finance & Ordinance Committee met on February 25, 2015 and discussed the sewer lateral repairs at 16 East Bridge Street and 309 Walnut Street, preparation for the public hearing of the proposed zoning ordinance amendment, the high cost of the repairs to the police vehicles, additions to the proposed rental licensing agreement, and the sewer plant upgrades.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were six (6) building permits issued during the month of February, 2015. John Vuotto, 14 S. Church Street, gas heat & central air; Joseph Kulp, 448 Plum Alley, garage; John Miraglia, 61 Central Avenue, plumbing; Alissa Rohrbach, 155 Walnut Street, plumbing; Alissa Rohrbach, 155 Walnut Street, mechanical; Alissa Rohrbach, 155 Walnut Street, renovations. Estimated cost of construction for the month of February, 2015 was \$41,400. Permit fees collected for the month of February, 2015 was \$575.00.

PARKS & RECREATION:

Mr. Sweeney reported the Parks & Rec Committee met on February 19, 2015 and discussed the upcoming Easter Egg Hunt scheduled to be held on March 28th, 10:00 a.m. at Brown Street Park.

The committee also discussed the Arbor Day event to be held at the Spring City Library on April 25th. Plans for the event will include a seedling giveaway and the planting of the new Spring City Christmas tree.

EMERGENCY SERVICES & PUBLIC SAFETY:

Mr. Rittenhouse advised council that a meeting is still needed to discuss finalizing the Borough's Emergency Operations Plan for submittal to the Chester County Department of Emergency Services.

LIBRARY:

Mr. DiGuiseppe read the following library statistics for January, 2015: Circulation - 3,755, Internet Use - 379 (15 per day average), and Door Count - 2,562.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

Mr. Shaner motioned the committee reports be approved as presented. Mr. Sweeney seconded. Motion carried.

UNFINISHED BUSINESS:

1. Adoption of an Ordinance to Establish an MRC Mixed Residential Community Overlay District and Amend the Zoning Map of Spring City Borough on Property Known as the Latshaw Tract.

Prior to tonight's regularly scheduled council meeting borough council held a public hearing to consider for adoption a proposed zoning ordinance text/MAP amendment for Tax Parcel No. 14-7-70 located at the northeast corner of Wall Street and Hunsberger Road.

Mr. Bauman motioned to adopt Ordinance No. 533 which amends the Borough of Spring City's zoning ordinance to establish an MRC Mixed Residential Community Overlay District and to establish Area, Bulk, Parking, and Design Standards for the MRC Mixed Residential Community Overlay District, and amends the zoning map of Spring City Borough to establish the MRC Mixed Residential Community Overlay District on property located at the northeast corner of Wall Street and Hunsberger Road. Mr. Kern seconded. Motion carried.

2. Draft Rental Property Maintenance Ordinance.

Council held a brief discussion on the Draft Rental Property Maintenance Ordinance. Specifically changes to Sections 11 and 12 were discussed.

The Finance & Ordinance Committee will be meeting with Mr. Romain and Mr. Mohn to review the fee structure, changes to Sections 11 and 12, how the program will be implemented and how the landlords will be notified about the new ordinance for rental property inspections.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) PAW \$42.87; PECO \$405.25; Flexible Benefits Plans, Inc. \$1,163.34; Universal Mailing Automation \$588.86; H.A. Berkheimer, Inc. \$103.16; Action Data Service \$1,350.02; Baer Romain, LLP \$648.00; AT&T \$75.83; Verizon \$151.87; Provident \$100.58; Staples \$44.45; CIGNA \$249.00. TOTAL: \$4,923.23. (STREETS) Oehlert Bros. Inc. \$606.35; PECO \$179.57; Flexible Benefits Plans, Inc. \$4,052.67; Oceanport, LLC \$5,572.32; Chester County Solid Waste Authority \$3,849.83; A.J. Blosenski, Inc. \$6,034.96; Mowrey-Latshaw \$712.59; Wensel's \$239.26; AirGas \$29.75; Reams Disposal \$6,989.85; Douglassville Quarry \$512.82; Provident \$54.02. TOTAL: \$28,833.99. (POLICE) Oehlert Bros. Inc. \$790.81; PAW \$1,319.24; Flexible Benefits Plans, Inc. \$4,671.08; RR Donnelley \$15.25; deCordre Automotive \$1,666.31; Dilworth Paxson \$842.00; Verizon \$284.61; Provident \$63.15; Borough of Pottstown \$100.00; Staples \$589.65; Jon W. Daywalt Animal Control Officer \$625.00. TOTAL: \$10,967.10.

SEWER ACCOUNT: PECO \$2,208.38; M.J. Reider Associates, Inc. \$876.00; PAW \$261.14; J.C. Ehrlich Company, Inc. \$52.08; Flexible Benefits Plans, Inc. \$1,893.73; EEMA \$22,565.86; Baer Romain, LLP \$2,291.56; PA One Call System, Inc. \$10.16; AT&T \$62.20; Buckman's Inc. \$272.00; Verizon \$177.18; Provident \$28.89; A.J. Blosenski, Inc. \$525.00; Crystal Springs \$7.25. TOTAL: \$31,231.43.

STREET LIGHTING FUND: PECO \$4,722.53. TOTAL: 4,722.53.

PLANNING, ZONING & HOUSING FUND: Motley Associates, Inc. \$2,829.10; Baer Romain, LLP \$440.00; TOTAL: \$3,269.10.

BUILDING & PROPERTY FUND: Pugliese Electric, Inc. \$978.00; Staples \$177.43. TOTAL: \$1,155.43.

CRP CONSULTING FUND: URDC \$873.28. TOTAL: \$873.28.

COUNCIL DUES & ASSOCIATION FUND: Crown Trophy \$30.00; Pennsylvania Municipal League \$65.00. TOTAL: \$95.00.

Mr. Shaner motioned the bills be approved for payment as read. Mr. Sweeney seconded. Motion carried.

ANNOUNCEMENTS:

President DiGuiseppe announced the following meetings are scheduled for March, 2015:

Sewer Committee, Thursday, March 12, 2015, 6:30 p.m.; **Planning Commission**, Wednesday, March 18, 2015, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, March 19, 2015, 6:00 p.m.; **Police Committee**, Thursday, March 19, 2015, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, March 25, 2015, 6:30 p.m.

The Borough sponsored Easter Egg Hunt will be held on Saturday, March 28th, 10:00 a.m. at the Brown Street Park.

The April Borough Council meeting will be held on Tuesday, April 7th, 2015, 7:00 p.m. due to the Easter Monday Holiday on Monday, April 6th.

ADJOURNMENT:

Mr. Sweeney motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Kern seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

FEBRUARY, 2015

The following figures represent the balance in each Department as appropriated in the 2015 Budget.

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 132,142.63	82%
Protection to Persons and Property	\$ 357,220.42	83%
Planning, Zoning and Housing	\$ 56,151.49	92%
Streets and Highways	\$ 375,010.41	82%
Street Repaving	\$ 88,600.00	100%
Parks and Recreation	\$ 19,497.00	95%
Insurance	\$ 54,681.00	100%
Street Lighting	\$ 45,227.86	83%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,154.52	98%
Building and Property	\$ 31,114.21	73%
1% Tax Collection	\$ 4,790.43	87%
OPT Tax Collection	\$ 245.19	98%
Workers' Compensation	\$ 27,391.70	75%
Engineering and Consulting	\$ 32,634.00	100%
CRP Grant – Consulting	\$ 38,900.00	100%

SEWER ACCOUNT

\$1,025,158.33	89%
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This report reflects all wages and bills paid through February 28, 2015.

Tax Collector's Monthly Report to Taxing District

Taxes Included: OCCUPATION TAX / BOROUGH PER CAPITA / SPRING CITY BOROUGH TAX

For The Month of : 2/1/2015 00:00:00 To 2/23/2015 23:59:59

A. Collections	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$508,935.62	\$22.94	\$0.00	\$0.00	\$0.00	\$0.00	\$9,310.00	\$10,040.00	\$528,308.56
2A. Additions: During the Month	\$438.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$443.92
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$509,374.54	\$22.94	\$0.00	\$0.00	\$0.00	\$0.00	\$9,315.00	\$10,040.00	\$528,752.48
4. Less: Face Collections for the month	\$60,940.78	\$8.81	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	\$1,651.25	\$64,350.84
5. Less: Deletions from the List	\$433.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$245.00	\$318.75	\$996.99
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$448,000.52	\$14.13	\$0.00	\$0.00	\$0.00	\$0.00	\$7,320.00	\$8,070.00	\$463,404.65
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$60,940.78	\$8.81	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	\$1,651.25	\$64,350.84
10. Plus: Penalties	\$0.00	\$0.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.88
11. Less: Discounts	\$1,218.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.00	\$33.86	\$1,287.67
12. Total Cash Collected Per Column	\$59,721.97	\$9.69	\$0.00	\$0.00	\$0.00	\$0.00	\$1,715.00	\$1,617.39	\$63,064.05
13. Total Cash Collected All Columns									

14. Amount Remitted During the Month

Date	Transaction #	Amount
02/04/2015		\$5,346.32
02/06/2015		\$9,982.12
02/09/2015		\$606.20
02/10/2015		\$19,296.25
02/11/2015		\$3,484.83
02/12/2015		\$3,884.55
02/13/2015		\$4,388.38
02/16/2015		\$3,890.33
02/18/2015		\$7,262.72
02/19/2015		\$2,354.15
02/20/2015		\$2,571.96
	TOTAL	\$63,067.81

15. Amount Paid with this report Applicable to this reporting Month

TOTAL \$63,067.81

16. Total Remitted this Month

17. Total Other Credits and Adjustments

Parcel #	Name	Amount
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18. Interest Earnings (If applicable) \$

Taxing District Use (Optional)
Carryover from Previous Month
Amount Collected this Month
Less Amount Paid This Month
Ending Balance

Mary Rye 02-23-15

Tax Collector

Date

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district)

Maria Rodriguez

Title: Manager

Date: 3/2/15

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$64,342.03	\$8.81	
Discount Amount	\$1,287.67	\$0.00	
Penalties Amount	\$0.00	\$0.88	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$3.76	\$0.00	
Total Deposit (Including Refunds)			\$63,064.05
Adjusted Total Cash Collected			\$63,067.81
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics							
Face Current	Disc/Pen Cui	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total	
Face Amount Collected in Discount	\$64,342.03	\$1,287.67	\$0.00	\$64,342.03	\$1,287.67	\$63,054.36	
Face Amount Collected in Face	\$0.00			\$0.00		\$0.00	
Face Amount Collected in Penalty	\$0.00	\$0.00	\$0.88	\$8.81	\$0.88	\$9.69	
						\$63,064.05	

Commission	Municipal/County			School			Per Capita	Others
	Current	Interim		Current	Interim	Interim/Other		
12 Total Cash Collected Per Column	\$ 59,721.97	\$9.69	\$ 0.00		\$ 0.00	\$ 0.00	\$ 1,715.00	
Commission Rate								
Monthly Commission per column								

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business February 28, 2015

Balance as of last report	\$ 2,560,164.58
CD Purchased	\$ 18,000.00
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	\$ 2,578,164.58

Deposits Sec'y Office –General Fund

Berkheimer Associates – E.I.T.	\$ 27,978.35
Berkheimer Associates – O.P.T.	\$ 189.20
Trash Collection Fees	\$ 29,538.23
Trash Certs	\$ 60.00
Bulk Pick Ups	\$ 470.00
Local Fines	\$ 1,450.24
County Fines	\$ 205.78
Intrafund Transfer	\$ 28,000.00
Insurance Refund	\$ 5,005.68
Lease Dwelling Fee	\$ 165.69
Interest	\$ 252.34
Realty Transfer Tax	\$ 980.00
Fee in lieu of taxes	\$ 5,323.71
Recycling	\$ 156.00
Crossing Guard Agreement	\$ 5,430.00
Utility Permit	\$ 10.00
Building Permits	\$ 575.00
U & O Inspections	\$ 400.00
Parking Tickets	\$ 771.00
Accident Reports	\$ 135.00
Soliciting Permits	\$ 100.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 107,196.22

DEPOSITS TO OTHER ACCOUNTS

PLGIT INVESTMENT	\$ 1.86
Non-Uniform Employees Pension Fund-	
Interest	\$ 52.63
Parks & Recreation Fund – Intrafund	
Transfer	\$ 2,000.00
TOTAL DEPOSITS OTHER ACCOUNTS	\$ 2,054.49
TOTAL DEPOSITS TO ALL ACCOUNTS	\$109,250.71

\$ 109,250.71
\$2,687,415.29

WITHDRAWALS:

By Orders #1335-1336 Street Lighting Fund	\$ 4,722.53
By Orders #10140-10141 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1690-Parks & Recreation Fund	\$ 978.00
By Orders #12666-12711, 27552-27587 General Fund	\$ 118,071.04
TOTAL WITHDRAWALS	\$ 125,129.35

Balance On Account – General Fund	
Checking \$ 112,861.99	
Certificate \$1,190,000.00	\$ 1,302,861.99
Balance On Account – Motor Equipment Fund	
Checking \$ 1.00	
Certificate \$ 119,046.09	\$ 119,047.09
Balance On Account – Street Lighting Fund	
Checking \$ 9,451.08	\$ 9,451.08
Balance On Account – Gasoline Tax Account	
Checking \$ 1.00	
Certificate \$ 274,121.95	\$ 274,122.95
Balance On Account – Parks & Recreation Fund	
Checking \$ 1,955.29	
\$ 24,620.12	\$ 26,575.41
Balance On Account – Non-Uniform Employee Pension Fund	
Checking \$ 5,414.32	
Certificate \$ 687,430.20	\$ 692,844.52
Balance On Account – Police Motor Equipment Fund	
Checking \$ 1.00	
Certificate \$ 15,124.99	\$ 15,125.99
Balance ON Account – PLGIT Capital Reserve Fund	
\$122,344.91	\$ 122,344.91
Balance On Account	
	\$ 2,562,373.94
	\$ 2,687,415.29

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business February 28, 2015

SEWER FUND #2

Balance as of last report	\$ 3,609,527.51	
CD Purchased	\$ 124,000.00	
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	\$ 3,733,527.51	\$3,733,527.51

Deposits

Sewer Rent	\$ 118,005.19	
Interest	\$ 482.93	
Tapping Fee	\$ 1,551.33	
Sewer Audit Adjustment	\$ 4,436.18	
Sewer Certs	\$ 60.00	
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	\$ 124,535.63	\$ 124,535.63

\$3,858.063.14

WITHDRAWALS

By Orders #7161-7177, 21495-21501	\$ 212,727.52
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Balance On Account	\$ 95,335.62	
Certificate	\$ 3,550,000.00	\$3,645,335.62
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		\$3,858,063.14

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business February 28, 2015

POLICE PENSION FUND

Balance as of last report

Checking	\$ 55,442.77
Certificate – PNC Bank	\$ 467,027.48
Certificate – Phoenixville Federal Bank	\$ 39,210.04

	\$ 561,680.29
CD Purchased	\$ 40,000.00

	\$ 601,680.29

Deposits	
Interest Certificate PNC Bank	\$ 138.20

\$601,818.49

Withdrawal:

By Orders 2062,2063	\$ 3,431.79
Ck.#1047 – CD purchased PNC Bank	\$ 40,000.00


Current Balance On Accounts

Checking	\$ 12,149.18
Certificate PNC Bank	\$ 507,027.48
Certificate – Phoenixville Federal Bank	\$ 39,210.04

	\$ 558,386.70

\$601,818.49

Respectfully submitted


Florence M. Watts